



**Health Services**  
LOS ANGELES COUNTY

September 24, 2007

**Los Angeles County  
Board of Supervisors**

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**TO:** Each Supervisor

**FROM:** Bruce A. Chernof, M.D.  
Director and Chief Medical Officer

**SUBJECT: SOLE SOURCE AGREEMENT WITH SERVICON SYSTEMS, INC.  
FOR SUPPLEMENTAL GENERAL AND STERILE  
HOUSEKEEPING SERVICES AT LAC+USC MEDICAL CENTER  
REPLACEMENT FACILITY PRIOR TO OPENING**

**Bruce A. Chernof, MD**  
Director and Chief Medical Officer

**John R. Cochran III**  
Chief Deputy Director

**Robert G. Splawn, MD**  
Senior Medical Director

As required by your Board, this is to provide advance notification that the Department of Health Services (DHS) intends to recommend a sole source Agreement with Servicon Systems, Inc. (Servicon) for supplemental general and sterile housekeeping services at LAC+USC Medical Center Replacement Facility (Replacement Facility) prior to opening.

The maximum obligation is \$409,314, which may be increased by no more than 25 percent of the maximum obligation or \$102,329 for unscheduled work (emergency or expanded services), for a potential total maximum obligation of \$511,643.

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For more than 25 years, DHS has contracted for housekeeping services at many DHS facilities, including Harbor-UCLA and Olive View-UCLA Medical Centers, under provision of Section 44.7 of the Los Angeles County Charter and Los Angeles County Code Section 2.121.250, "Contracting with Private Businesses" (Proposition A). On August 10, 2004, your Board approved the award of four housekeeping services Agreements for a five-year term with Pedus Service, now Servicon, at 19 DHS facilities.

*To improve health  
through leadership,  
service and education*

Servicon has prior experience in both the public and private sectors cleaning hospitals after construction and readying them for move-in and occupancy. In 1991, Servicon performed similar work for Olive View-UCLA Medical Center, and in March 2007 in the private sector for the newly constructed Kaiser Medical Center – Panorama City. The Kaiser facility is approximately 800,000 square feet (SF) and is comparable in size to the approximate 1,000,000 net SF Replacement Facility.

DHS has determined that this is not a Proposition A agreement because the services will be provided on a short term basis. LAC+USC Medical Center's Environmental Services Department cannot perform these responsibilities in addition to maintaining the housekeeping services at the LAC+USC Medical Center facilities. The issue of hiring a private sector contractor for supplemental

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housekeeping services for the new facility has been addressed with SEIU Local 721 at DHS' Joint Labor/Management Committee. The Union is not opposed to hiring a contractor for the supplemental housekeeping needed for the Replacement Facility opening.

In 2004, DHS completed a Request for Proposals process for housekeeping services. DHS determined that it would be in the best interest of the County not to complete another solicitation process because of the need to procure these services timely to facilitate the opening of the Replacement Facility. Servicon has provided exemplary cleaning services in compliance with Title 22 and Joint Commission standards and has performed housekeeping services in DHS facilities for over 25 years. Servicon is uniquely positioned to perform the services because of their past and recent experience in performing similar work.

DHS will recommend an award for your Board's approval within the next month of a new sole source Agreement with Servicon who has the expertise, skills and knowledge to perform the services.

If you have any questions or need additional information, please let me know.

BAC:rf

Board letter housekeeping lac usc sole source notification 09.12.07

c: Chief Executive Officer  
County Counsel  
Executive Officer, Board of Supervisors